

DAC Digest

November 11, 2015

NOTES FROM THE DIRECTOR

Peer Review

I just returned from a trip to DC to find out about assessment Peer Review. In 2016, all states have to undergo a Peer Review, where they have to show how each of their assessments align with their standards. We will begin with a submission of materials from our high school and alternative assessments, and later in the year we will submit information on the Forward Exam. Look forward to more updates as the year progresses.

Tea with Troy

The next Tea With Troy Office Hours will be November 23rd at 3:00. I'm looking forward to another great conversation. We'll provide the link to the webinar and the main agenda items in next week's DAC Digest. We've run into a delay with the production of the 10/29 Tea with Troy recording due to a technical issue with CenturyLink, but hope to have it addressed soon, and will get it posted on our main [webpage](#) as soon as it's available.

~Troy

Troy Couillard, Director - Office of Student Assessment

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATE

FORWARD EXAM

- **LAST CALL:** **Item Review Process** - DPI and DRC will be holding item review meetings at the Wilderness Resort in Wisconsin Dells on December 8 and 9, and Wisconsin educators have the opportunity to participate. We are looking for 5-7 content experts in each of the areas and grade levels listed below.

English and Language Arts, 3-4	Math, 3-4
English and Language Arts, 5-6	Math, 5-6
English and Language Arts, 7-8	Math, 7-8
Social Studies, 4	Science, 4
Social Studies, 8 & 10	Science, 8

If members of your staff are interested in participating in these item review meetings, please direct them to visit our [Forward Educator Involvement webpage](#) for more information on how to be considered for this process. **Information must be submitted to our office no later than Friday, November 13.**

ACT HIGH SCHOOL ASSESSMENTS

ACT plus Writing

- **Online Accommodations Requests**

- The deadline for schools to submit accommodations requests for ACT in the Test Accessibility & Accommodations System (TAA) is **November 20**.
- Only the staff who are assigned as Test Coordinators (TCs) during Establishment process must serve as **Trusted Agents**. Please double check that the test security agreement for your high school is signed by the TC in the establishment website. This is important to get the trusted agent access requests approved.
- TCs should request trusted agent access as soon as possible. This way, they will have ample time to then request for the Test Accommodation Coordinator access for themselves or other staff.
- Specific information on the online accommodations process is available in the TAA User Guide and the video modules in the [ACT Accommodations webpage](#).

ACCESS for ELLs

- **NEW:** Test Session creation will open on November 23rd. Once you have created test sessions and populated them with students, you'll be able to print test tickets.
- **NEW:** WIDA is recruiting for a small, optional Field Test of the Writing domain. If a class or school in your district would be interested in participating, keep an eye out for an email from WIDA later this week with details.
- **REMINDER:** Please ensure that district staff who will be administering ACCESS for ELLs this year are working on the training checklists on the [WIDA.us](#) website. You may need to create accounts for new staff.
- **REMINDER:** Software testing should be happening in your schools. Technology Coordinators may download the Testing Site Manager (TSM) and DRC Insight Secure Browser packages from the WIDA AMS.
- **REMINDER:** Please work with private schools in your district which are part of the Title III consortia to ensure that their students are uploaded into the WIDA AMS after November 23rd.

DYNAMIC LEARNING MAPS (DLM)

- Subscribe to [DLM Test Updates](#) for notifications regarding Educator Portal, required test administration training, availability of test resources and other important information.

PALS

- The Fall Administration Window for grades 4K-5K closed on Friday, November 6, 2015.
 - The score entry deadline is set for **November 20, 2015**.
- **REMINDER:** Student results from PALS screening should be provided to parents/guardians at parent-teacher conferences or via other methods. For more information see:
 - <http://www.palswisconsin.info/parent-lettersuu/>

- Please refer to the [Assessment of Reading Readiness, 2016-17 School Year](#) guidance document prepared by DPI regarding the new requirements for assessing students for reading readiness for the 2016-17 school year.

DAC DIGEST DIGESTIBLES (Dates/tasks that are newly added this week are in **bold**)

Important Dates to Remember		
November	2-25: ISES Data Correction Window	General
	12: ACCESS for ELLs Pre-ID file generated by DPI from ISES - all EL info must be up to date	ACCESS
	13: Deadline for Forward Exam Educator Involvement applications	Forward
	20: Grades 4K and 5K PALS score entry deadline	PALS
	20: Deadline to submit requests for ACT-approved accommodations	ACT
	23: ACCESS for ELLs Test Setup opens	ACCESS
	23: Tea w/Troy Optional Office Hours (3:00-4:00)	General
December	1: Districts receive ACCESS test materials, test labels	ACCESS
	2: Test Administration Q&A Training Session for ACT and ACT WorkKeys	ACT
	7: ACCESS for ELLs Testing Window opens	ACCESS
	8-9: Forward Exam Item Review Meeting	Forward

Important Tasks to Remember		
<input type="checkbox"/>	Add district/school staff who will be administering the ACCESS for ELLs this year to the WIDA AMS; ensure staff have WIDA.us training account, and are working on the training checklists	ACCESS
<input type="checkbox"/>	Tech Coordinators should be downloading the TSM and DRC Insight secure browser	ACCESS
<input type="checkbox"/>	TCs request Trusted Agent Access	ACT
<input type="checkbox"/>	TCS request Test Accommodations Coordinator (TAC) Access for themselves or other staff	ACT
<input type="checkbox"/>	TACs submit Accommodations requests online	ACT
<input type="checkbox"/>	Review ACT Aspire Portal users to ensure information is accurate and up-to-date	Aspire
<input type="checkbox"/>	Activate DLM user accounts in Educator Portal at least one week prior to needing access to required Test Administration training on Moodle	DLM
<input type="checkbox"/>	Tech coordinators can access and download KITE Client; all testing devices must be updated for spring 2016	DLM
<input type="checkbox"/>	DLM ISRs should be downloaded, reviewed, and distributed to parents/guardians asap	DLM
<input type="checkbox"/>	Review DLM Science Test information	DLM
<input type="checkbox"/>	Subscribe to DLM Test Updates for notifications regarding Educator Portal, required test administration training, availability of test resources and other important information	DLM
<input type="checkbox"/>	Check out the Forward Educator Involvement webpage on our website to learn more about the upcoming 12/8-9 Item Review Meetings	Forward

<input type="checkbox"/>	Check out DRC's online test demo	Forward
<input type="checkbox"/>	Provide student results from PALS to parents/guardians (see above)	PALS
<input type="checkbox"/>	Upload student data into the PALS Online Score Entry and Reporting System (<i>Information on the steps required to perform this upload can be found HERE</i>)	PALS
<input type="checkbox"/>	Review 2016-2017 Reading Readiness guidance from DPI	PALS
<input type="checkbox"/>	Check out the new Strategic Assessment webpage, video, and charts	General
<input type="checkbox"/>	Establish time within weekly administrative schedule to review weekly DAC Digest, act upon items as appropriate, and communicate to relevant staff	General